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## **ROTATION AGREEMENT - EMPLOYEES RECRUITED LOCALLY IN FOREIGN AREAS**

For use of this form, see AR 690-300, chapter 301; the proponent agency is DCSPER

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This agreement is to be signed by an employee selected through local recruitment for appointment or conversion to appointment to a Department of the Army (DA) position in foreign areas with career or career-conditional status. This agreement must be signed before an employee may be appointed or converted to a position in a foreign area.

This document is an agreement between the DA and the employee named at item 1 below. This agreement becomes effective upon the employee's initial assignment or conversion to career or career-conditional appointment to the foreign area position listed at item 2 below; it remains in effect throughout all approved extensions.

When this assignment is accepted, the employee becomes subject to the DA Rotation Program. The employee's overseas assignment is limited to an initial tour and any management-initiated extension thereof. Extensions beyond the initial tour are neither automatic nor a right of the employee.

The employee recognizes the obligation to apply for assignment to the US before completion of the overseas tour, or extension(s) thereof. This obligation does not apply if the employee is a family member and residing with an active duty military or civilian sponsor at the time. DA agrees to give the employee timely notice of the requirement to apply for reassignment. If the notice to the employee is delayed, the employee's application may be delayed until not later than 30 calendar days after the date of the notice.

The employee will apply for assignment to the US according to DOD 1400.20-1-M (DOD Program for Stability of Civilian Employment Policies, Procedures, and Programs Manual). The employee agrees to be available for the geographic area considered necessary by the registering Civilian Personnel Office to assure receipt of one valid offer of continuing employment in the US. Initial availability of the employee will be for up to one full Zone under the DOD Priority Placement Program (PPP); this Zone will be in the Zone in which the employee last resided before departure from the United States or a Zone less distant from the overseas activity. If an offer is not received within the first 90 calendar days, the employee's availability will be expanded to at least two full PPP Zones. If an offer is not received within the succeeding 90 calendar days, the employee's availability will be expanded nationwide. If the employee chooses, availability may be expanded to lower grade or non-Army positions to speed return to the US. The employee agrees to accept, as outlined in DOD 1400.20-1-M, the first valid offer of continuing employment made from the US. The employee will rotate to the US within 30 calendar days. With the concurrence of the gaining activity in the US, this time period normally may be extended to not more than 45 calendar days.

DA agrees to reasonably help the employee to apply for placement in the US. Also, DA agrees to help the employee obtain a valid offer of continuing employment which is consistent with the employee's geographic and occupational availability.

A management decision to return the employee after completion of the initial tour or extension thereof is excluded from the coverage of AR 690-700, chapter 771 (Department of the Army Grievance System).

By signing at Item 3 below, the employee agrees to the above conditions of employment and understands that failure to abide by the terms of the agreement may result in a proposal to separate the employee from the Federal service.

This agreement becomes void if before completion of the initial tour or extension thereof, the employee transfers outside the Department of Defense, is voluntarily or involuntarily separated, or rotates to the US as a family member of an active duty military or civilian sponsor.

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**ROTATION AGREEMENT - EMPLOYEES RECRUITED LOCALLY IN FOREIGN AREAS (Cont'd)**

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1. NAME OF EMPLOYEE

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2. POSITION AND AREA FOR WHICH SELECTED

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3. EMPLOYEE'S SIGNATURE

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4. TITLE AND SIGNATURE OF PERSONNEL REPRESENTATIVE

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5. INITIAL TOUR

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6. DATE OF AGREEMENT

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**1ST EXTENSION**

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7. DATE OF APPROVED EXTENSION FOR MONTHS

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8. EMPLOYEE'S SIGNATURE

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9. TITLE AND SIGNATURE OF PERSONNEL REPRESENTATIVE

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10. DATE OF AGREEMENT

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**2ND EXTENSION**

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11. DATE OF APPROVED EXTENSION FOR MONTHS

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12. EMPLOYEE'S SIGNATURE

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13. TITLE AND SIGNATURE OF PERSONNEL REPRESENTATIVE

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14. DATE OF AGREEMENT

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**3RD EXTENSION**

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15. DATE OF APPROVED EXTENSION FOR MONTHS

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16. EMPLOYEE'S SIGNATURE

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17. TITLE AND SIGNATURE OF PERSONNEL REPRESENTATIVE

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18. DATE OF AGREEMENT

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